

MEETING MINUTES  
Des Moines Area Metropolitan Planning Organization (MPO)  
EXECUTIVE COMMITTEE  
11:30 a.m., Wednesday, November 13, 2019  
Des Moines Area MPO | Burnham Conference Room

The MPO Executive Committee held a meeting at 11:30 a.m. on November 13, 2019 at the Des Moines Area MPO offices. MPO staff emailed agenda packets to the MPO Executive and members on November 8, 2019. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the MPO staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

**Executive Members Present:**

Steve Gaer | City of West Des Moines  
Joe Gatto | City of Des Moines  
Gary Lorenz | City of Ankeny  
Tom Armstrong | City of Grimes  
Ted Weaver | City of Clive  
Chris Coleman | City of Des Moines  
Stephanie Riva | City of Norwalk  
Sara Kurovski | City of Pleasant Hill  
Bob Andeweg | City of Urbandale  
Andy Loonan | IDOT

**Executive Members Absent**

Kyle Mertz | City of Altoona  
Matt McCoy | Polk County

**Staff Present:**

Todd Ashby | Executive Director  
Dylan Mullenix | Assistant Director  
Zach Young | Planning Manager  
Gunnar Olson | Communications & Strategy Manager  
Sreyoshi Chakraborty | Senior Planner  
Allison van Pelt | Associate Planner  
Zhi Chen | Associate Planner  
Tracey Deckard | Office Manager  
Aspen Pflanz | Intern  
Tanvi Halde | Intern

**Others Present:**

**1. Call to Order**

MPO Chair Steve Gaer called the November 13, 2019, meeting to order at 11:31 a.m. A quorum was present.

**2. Approval of Agenda**

**MOTION:** A motion was made to approve the November 13, 2019, Des Moines Area Metropolitan Planning Organization Executive Committee amended meeting agenda.

**MOTION CARRIED**

**3. Approval of Meeting Minutes**

**MOTION:** A motion was made to approve the amended October Executive Committee meeting.

**MOTION CARRIED**

**4. Contracts and Expenses**

Executive Director presented. Recommend approval of payment of the invoices from Rival Solutions, Davis Brown Law Firm and Decartes.

**MOTION:** A motion was made to approve payment of these invoices.

**MOTION CARRIED**

**5. Calendar Year 2020 Meeting Dates**

Executive Director presented. Recommend approval of the CY 2020 Meeting dates.

**MOTION:** A motion was made to approve the CY 2020 Meeting dates.

**MOTION CARRIED**

**6. Mobilizing Tomorrow Final Draft**

Staff presented. Recommend approval of payment of the Mobilizing Tomorrow Final Draft. Discussion ensued.

**MOTION:** A motion was made to approve Mobilizing Tomorrow Final Draft.

**MOTION CARRIED**

7. **Surface Transportation Block Grant Project Scoring Criteria**  
Staff presented. Recommend approval of the updated scoring process for the Surface Transportation Block Grant (STBG) program applications.  
**MOTION:** A motion was made to approve the updated scoring criteria for the STBG application.  
**MOTION CARRIED**
8. **Greater Des Moines street Collective's B-Cycle Application**  
Staff presented. Recommend approval for the MPO to serve as the project sponsor for Des Moines Street Collective's B-Cycle application for Transportation Alternative Program funding. Discussion ensued.  
**MOTION:** None. No action taken.
9. **Fiscal Year 2020 1<sup>st</sup> Quarter Budget Report**  
Staff presented. Report and discussion only.
10. **Budget Forecast and Member Assessments**  
Staff presented. Report and discussion only.
11. **Mode Bicycle Ordinance**  
Staff presented. Discussion ensued. Report and discussion only.  
[Ted Weaver left the meeting 12:38 p.m.]
12. **Des Moines Transload Facility**  
Executive Director presented. Discussion ensued. Report and discussion only.  
[Gary Lorenz left the meeting 12:51 p.m.]
13. **Central Iowa Water Trails**  
Staff presented. Discussion ensued. Report and discussion only.
14. **Iowa Data Bike 2.0**  
Staff presented. Report and discussion only.
15. **Upcoming Events**  
Staff presented. Report only.
16. **Approval of MPO Policy Agenda**  
The Chair requested that the B-Cycle application & Model Bicycle Ordinance be pulled from the agenda.  
**MOTION:** A motion was made to approve the Policy Agenda as amended.  
**MOTION CARRIED**
17. **Other Non-Action Items**  
Sara Kurovksi inquired about receipt of MPO Audit paperwork.
18. **Next Meeting Date**  
November 13, 2019 at 11:30 a.m. at the MPO offices.
19. **Adjournment**  
Hearing no objection to the contrary, Chair Steve Gaer adjourned the Executive Committee meeting at 1:19 p.m.